

PETF Report I

Objective

The groups' objective is to improve the faculty evaluation process with input from our district community. The objective of the report is to provide various constituent groups with a regular update that is based on a condensed version of our meeting minutes, which are housed on a SharePoint site. This update will

1. provide a "user-friendly" version of our minutes in a report format.
2. update all 3 Academic Senates, District Academic Senate and the AFT regularly as it corresponds with the PETF's meetings, tasks and timeline.

PETF Members *(Please contact any of the members to provide input and feedback regarding our evaluation process)*

Tania Beliz (Professor - Math at CSM) beliz@smccd.edu

Nina Floro (Professor - English at Skyline) floro@smccd.edu

Harry Joel (Vice Chancellor - Human Resources and Employee Relations) joelh@smccd.edu

Regina Stanback-Stroud (President - Skyline) stroudr@smccd.edu

Elizabeth Terzakis (Professor - English at Cañada) terzakise@smccd.edu

Lezlee Ware (Professor - Political Science at Cañada) warel@smccd.edu

Progress

1. A SharePoint site has been developed to upload all information and data as it is collected.
2. Major areas of the evaluation process that need to be addressed were identified.
3. Meetings with constituencies to invite input on the evaluation process have been scheduled at all 3 campuses and will continue to be scheduled throughout this semester.
4. Regular monthly meetings for the PETF were scheduled through May 2013.
5. An electronic suggestion box is being developed for all 4 (Cañada, CSM, District & Skyline) web locations.

PETF Update I

PETF Members in Attendance:

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Lezlee Ware (Professor - Political Science at Cañada) warel@smccd.edu

Progress Update *(For more detailed information please see Meeting Minutes on our SharePoint site!)*

- 1.** Review of October 15, 2012 Meeting Minutes (Progress Assessed)
- 2.** Suggestion Box Discussion (so far only 3 suggestions submitted)
- 3.** College Reports/Updates
- 4.** Timeline Created
- 5.** Next Steps Established

PETF Update 2

PETF Members in Attendance:

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Lezlee Ware (Professor - Political Science at Cañada) warel@smccd.edu

Progress Update *(For more detailed information please see Meeting Minutes on our SharePoint site!)*

1. Review of December 10, 2012 Meeting Minutes (Agenda Built)
2. Timeline Assessed (especially how it relates to SLOs and Accreditation)
3. New “Grades” Created for the Faculty Evaluation Form
4. Short Survey Created (to be administered at Division Meetings)
5. SLO Language Developed (Self Assessment and Dean’s Assessment)
6. Campus Wide Emails will become District Wide Emails
7. Distance Education and Student Evaluation Form next larger topics to be addressed